

**MINUTES**  
**WASHINGTON STATE JAIL INDUSTRIES BOARD MEETING**  
**July 26, 2002**

Seattle Area Plumbing and Pipefitting Training Center  
595 Monster Road SW  
Renton, Washington

**Members Present:** Marvin Wolff, Mary Boehnke, Ed Crawford, Kenneth Kunes, Debra Latimer, Bill Lehning, Helen McGovern, Jill Will (staff)

**Proxies Presented:** Ramona Dahl for Doug Jacques, Dennis Graham for Jane Johnson and Garry Lucas, Julie Ann Beck for Randy Loomans, Linda Willenberg for Howard Yarbrough

**A. Quorum Check/Opening Business**

Chair Marvin Wolff determined a quorum was present and called the meeting to order at 10:15 a.m.

The Board welcomed its newest member, City of Lakewood Council Member Helen McGovern, who will represent the Association of Washington Cities on the Board. Ms. McGovern is pleased to be on the Board, noting that she has been active with Families First, a program aimed at working with inmates to be better fathers.

Ms. Will reminded Board members about the retirement party to be held for Doug Jacques in Lacey on July 30<sup>th</sup>.

**B. Approval of the Minutes, April 5, 2002 Meeting**

The motion to approve the minutes as written was seconded and approved by unanimous voice vote.

**C. Executive Director's Report**

There was some discussion on items from the Executive Director's Report. Cowlitz County, and the Cowlitz Conservation District, with input from the Washington Department of Fish and Wildlife, the Cowlitz Tribe and the Lower Columbia Fish Recovery Board, will be applying for a Salmon Recovery Funding Board grant for riparian restoration on Abernathy Creek. The project will be along the same lines as past successful grant applications in Yakima and Snohomish Counties. The County Department of Corrections will provide supervision and offender labor. The Conservation District will provide technical oversight. Restoration work will take place on riparian areas owned by the state Department of Wildlife, and also on private property with permanent conservation easements held by the government.

The Department of Corrections/Correctional Industries will cease all farming at the Washington State Reformatory Farm by the end of June. The farm has been operated for 73 years but can no longer be sustained. The land is zoned for agricultural use only. No variance is available for other use as the farm sits in a flood plain fringe.

Correctional Industries will work with auctioneers to bid out all items for sale. Other Correctional Industries sites will have first option to select surplus items, with second option going to jails before items would go to sale to the general public. Items for disposal include tractors, tools, maintenance items, small equipment, some print shop equipment, and computers.

**ACTION ITEM:** Jill Will send a notice to all sheriffs, police chiefs, and jail managers regarding items available on surplus.

Cowlitz County received a \$400,000 grant for additional bed space. The county has an 18 bed work release facility, and will be adding 30 beds for work crews that will operate out of that facility.

Ms. Will provided information on the status of the budget.

Ms. Will noted that Krisztina Kovacs recently joined the Board as a part-time support staff.

## **OLD BUSINESS**

### **D. Marketing Brochure**

Members reviewed the newly developed Jail Industries Board brochures. One version is designed for the information of the general public. The second one has results statistics on the front panel and is designed with elected officials in mind.

**ACTION ITEM:** Jill Will send supplies of brochures to Board members so they may hand them out locally.

Ms. Will asked that Board members address a related question on the press release scheduled to go out regarding publication of the 2001 Offender Work Report. She reported little response to her request that individual jurisdictions participate. She will work with board members to ensure participation from their jurisdictions and get the press release out as soon as possible.

### **E. Interim Work Session**

Board members reported on the Work Session on Inmate Labor held by the House Committee on Criminal Justice and Corrections. (Refer to Board packet for written report.)

Key points raised in the Board's discussion of the Work Session included:

- The value of clear, concise testimony
- Framing the discussion from the perspective that inmates should work, should return value to the community, should not interfere with organized labor, that honest citizen should be encouraged to work, and that inmates not be given preference over citizens

- The importance and value of apprenticeship connections and opportunities for inmates
- Encouraging debate on the broader view of all types of employment and its positive effects for offenders including the development of life skills and work ethics
- The importance of striking a balance between the interests of offenders, business, and labor, and our responsibility to make the public aware of the issues
- The ability to address and dispel concerns through education
- The importance of continued dialogue with organized labor

The discussion shifted to the legislatively required arbitration process and how this process could be an effective forum for addressing concerns about jail industries. Board members identified a need for an impartial process; however, it is not clear what form that process would take. Issues to be resolved include:

What is a dispute that must be addressed through a formal process, versus what is simply a concern or a request for information?

Would the process be more or less formal, i.e. be bound by the Administrative Procedures Act?

Should a preliminary process be separated from the final determination of an issue?

The Board has the power to issue recommendations; however, does the Board truly have legal enforcement power?

Should this be a voluntary process taking into account history, prior working conditions and the development of new ventures only that would be instituted at the invitation of the conflicting parties?

Should the Board pursue legislation to make arbitration binding or should the process be voluntary and informal?

Given the lack of Board resources to manage a full-blown arbitration process, how far should we go?

Chair Marvin Wolff appointed a committee, to be headed by Ed Crawford, to work on the proposed arbitration process.

**ACTION ITEM:** Jill Will - draft an arbitration outline for the committee's review.

**ACTION ITEM:** Jill Will - add arbitration process to the business plan.

#### **F. Board Committee Membership**

Members reviewed the makeup of committees formed to work on elements of the business plan. Arbitration was added to the committee list as noted above. Chairs for the committees were appointed as follows:

Marketing - Marvin Wolff

Data Collection and Analysis – Garry Lucas/Julie Wilson

Private Sector Liaison -

Correctional Agencies Liaison – Debra Latimer

Labor Organizations Liaison – Mary Boehnke

Legislative Liaison – Kenneth Kunes

Local Government Liaison – Helen McGovern

Arbitration – Ed Crawford

#### **G. Business Plan**

Members reviewed business plan elements that were discussed at the previous Board meeting. The plan was reformatted and presented in Gantt chart form to facilitate management of the overall project. Jill Will will work with committee chairs and members to accomplish the tasks outlined.

**ACTION ITEM:** Jill Will - email all board members an electronic copy of the spreadsheets for the business plan.

### **NEW BUSINESS**

#### **H. 2001 Offender Work Report**

Ed Crawford noted that he finds the report very helpful. It is useful to show the offset of costs to the community and he believes citizens want to see inmates giving back to the community. Different jurisdictions look at what the total hour are, and what creative programs are developed. He suggested that the Board start showing comparisons across time at the five year mark. Linda Willenberg noted that the report is a good marketing tool.

#### **Other Business**

Dennis Graham showed current news clips generated from Clark County marketing effort and the inmate transition video produced jointly with Corrections Clearinghouse. The transition video will be distributed to all city and county jails. Mr. Graham also discussed a seven minute CD soon to be produced for use in Private Sector Prison Industries Enhancement (PIECP) marketing. The piece is aimed at Chief Executive Officers of potential partner companies.

Apprenticeship – Ms. Will plans to do another run with the L and I database to check for more matches from the apprenticeship information pilot project.

The Board directed that the following tasks be done:

**ACTION ITEM:** Jill Will send supplies of brochures to Board members so they may hand them out locally.

**ACTION ITEM:** Jill Will - send copies of the 2001 Offender Work Report to all Superior Court judges, and copy the Chief Justice of the Washington Supreme Court.

**ACTION ITEM:** Jill Will – convert the entire 2001 Offender Work Report to PDF format so it can be distributed more widely via the Internet.

### **I. Adjournment**

It was moved, seconded and carried that the meeting be adjourned at 1:45 p.m.

### **Summary of Action Items**

**ACTION ITEM:** Jill Will send a notice to all sheriffs, police chiefs, and jail managers regarding items available on surplus.

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